

Eureka Township

Dakota County

State of Minnesota

Special Town Board Meeting
Roundtable Meeting of Planning Commission and Town Board
May 20, 2013

Town Board members present were Kenny Miller, Pete Storlie, Steve Madden, Brian Budenski and Mark Ceminsky. Planning Commission members present included Lu Barfknecht, Carrie Jennings, Allen Novacek, Butch Hansen and Fritz Frana. Clerk/ Treasurer Nanett Sandstrom to record the minutes.

Chair Pete Storlie called the Special Meeting of the Eureka Town Board to order at 7:00 p.m.

Special Meeting Agenda:

1. Round Table Meeting Protocol
2. Contacting the Attorney
3. Supervisor Liaisons
4. Monthly Summary from Planning Commission
5. Ordinance Book
6. 200% Rule and Ag-Tourism
7. What is working well, what is not
8. Complaint Process and Enforcement
9. Compensation
10. Letters that are sent to the general public
11. Bring back Annual Picnic in Township - Community Building
12. Name plates for Town Board & Planning Commission

1. Round Table Meeting Protocol

The meeting is a working meeting, not to discuss specifics, more the procedure of handling Ordinances. Comments can be made as long as they are constructively given, they will be heard. We will not get personal with anyone.

2. Contacting the Attorney

The Attorney Engagement Policy was distributed to all members present. It is important to adhere to the policy in contacting the attorney. Supervisor Kenny Miller is the attorney contact, Chair Supervisor Pete Storlie the secondary contact person. Attorney responses will include the questions that were asked.

3. Supervisor Liaisons

If a Planning Commission needs assistance from the Town Board they should contact the liaison assigned to represent the Township. This list was determined at the Reorganizational

Meeting of the Town Board. The Clerk list will email the list to all members. All correspondences should go through the Clerk.

There was discussion whether the liaison should attend the entire meeting. Consensus was that they need to be present until their report is given or the governing body feels they can leave. If any business is presented for the other governing board after the liaison has left the meeting, then the liaison from the other Board that will be attending their meeting should bring forth that information.

4. Monthly Summary from Planning Commission

The monthly summary presented to Town Board is helpful. The Town Board asked that it include Planning Commissions consensus on indecisive issues, so the Town Board can understand why they are struggling with an issue, so guidance or clarification can be given.

5. Ordinance Book

The Ordinance book is being updated. New books will be given to each member once they are organized.

6. 200% Rule & Ag-Tourism

When a task is given to the Planning Commission a report or recommendation should be sent back to the Town Board, even if it is just a request for more meetings or attorney time. The report should be a summary that includes: The information received from the public hearing, research, what still needs to be done and the tools needed to complete the task.

7. What is working well, what is not

Road issues are being taken care of well. It is important to communicate with Road Supervisors on any road issues that come up.

There were comments that the Town Board and Planning Commission need to learn to work together in a more professional manner as a congenial group. Board members commented that they appreciate the Planning Commission's work and research.

Members are elected and appointed to represent the citizens of the Township, not for personal agendas. There needs to be a level playing field for every citizen in the community.

8. Complaint Process and Enforcement

When a complaint come in there is a limited time to act upon the complaint. It would be good to have a chart with open complaints that includes the initial date of the complaint, the action taken and how they were resolved.

Supervisor Pete Storlie said he would check to see if there is a time limit for addressing complaints.

The Township should concentrate on Enforcement of Township Ordinances.

9. Compensation

Compensation amount for Town Board and Planning Commission members were discussed. Compensation is set at the Reorganizational Meeting of the Town Board. Town Board members are compensated at Special Meeting rates for liaison assignments that are established at the Reorganizational meeting, to attend a meeting with an agency or spending time on a specific task.

10. Letters that are sent to the general public

There was discussion on letters that are sent to the general public. Letters required by Ordinance need to be sent. There were concerns that letters may be sent out arbitrarily, which could stir up the community.

11. Bring back Annual Picnic in Township - Community Building

It was suggested that the Annual Township Picnic be brought back. Carrie Jennings offered to look into this item.

12. Name plates for Town Board & Planning Commission

It was suggested that name plates be made so that those in attendance know who the Board members are.

There was brief discussion on having the Road Tour. It was cancelled due to weather conditions. This item will be placed on the agenda for the June Town Board meeting.

A motion by Supervisor Brian Budenski: To adjourn. Motion seconded by Supervisor Mark Ceminsky.

Meeting adjourned at 8:45 p.m.